

Equal Opportunity and Diversity Inclusion Advisory Committee

October 20, 2006

Meeting Minutes (Approved; November 17, 2006)

Call to Order

Ms. Gina Nelson, Chair

Meeting called to order 10.00 a.m. Official meeting was then moved to the afternoon session in order for the committee to prepare for the Diversity Awareness Month Celebration: “*Diversity at Work and at Home*”. The celebration was a program and luncheon held in the Dempsey room from 11.30 am to 1.00 pm.

Roll Call/Attendance

Member	Att.	Abs.	Member	Att.	Abs.	Member	Att.	Abs.
Beall, Margaret	X		Martinez, Laura	X		Shackleton, Cindy	X	
Berry, Janice	X		McCoy, Ken		2 nd	Walker, Sherita	X	
Craig, Audrey		1 st	Meaton, Jeff	X		Vacant		
Frens, Gregory	X		Mersha-Scarlett, Hirut	X		Vacant		
Edwards, Brenda	X		Nelson, Georgina	X		Vacant		
Edwards, Clyde	X		Pasheek, Geraldine	X		Vacant		
Hawkins, Shantelle	X		Perry, Crystal		3 rd	Vacant		
Jones, Sharon	X		Rashid, Mian	X				
LeMaire, Alfred	X		Root, Theresa	X				

Deputy Director, Laura Champagne, welcomed approximately 100 people to the diversity luncheon.

Chairperson, Gina Nelson greeted the crowd and introduced the EODIAC members and the Program Office staff that the committee works with.

Vice Chair, Jan Berry, hosted the game Protected Factors Bingo, it was a competitive learning game, with the crowd and went over with great success.

Dr, Mary Hall-Thaim gave a presentation relating to the 13 Civil Service Protected Factors.

Secretary, Gregory Frens, then introduced several persons that gave the welcome in their native language which illustrated the Language Diversity within our Department.

Dr. Mary then invited the participants to dine on a Diversity Salad. Many types of lettuce formed the basis of the salad, and over 100 toppings and dressings provided for the diversity of the salad.

The luncheon was a huge success!! There was standing room only for most of the 1 and half hours!

Chair Report.

Gina thanked every one for their help in making the celebration a success and for all their efforts with the committee and its work.

Housekeeping

Today is a floating agenda, as the celebration was the main focus for the committee.

Approval of the Agenda:

No formal agenda this month (see housekeeping).

Approval of the Minutes for September 2006.

Motion by Sharon, Second by Geraldine. Passed Unanimously

Subcommittee reports:

Awards:

Program being finalized. Cover sheet, scoring sheet. To be presented at November meeting.

Communications:

No report.

Staff Reports

James Newsom.

No T-shirt business for the committee based on consultation with Accounting and Budget. James is looking into running it through the Children's Trust Fund. He needs to clear that with Laura and Director Udow first.

James will be on the interview panel, round two, for the Human Resource Director. If you have specific items you would like to be address in the interview, please e-mail them to James for his consideration. This is a GREAT opportunity for our input, into the filling of a very important position in the Department. OHR has received low score in recent surveys from DHS employees; this is a great opportunity for positive changes within OHR.

Dr. Mary Hall-Thiam.

Reasonable Accommodations will be finalized in the next two weeks.
A quick guide will be available to help employees and supervisors with this process.

Working with overrepresentation of children of color

Graduation from the Leadership Academy on December 12th, 2006.

Janene McIntyre

Not present for meeting, however, was present for the program and luncheon.

Old Business

Policy on Policy on hold. Moved to November agenda.

New Business

Director Udow has asked the committee to help in ideas for getting Diversity Inclusion more understood in the field and in Central Office.

Training at the November meeting on Discriminatory Harassment.

Training on Crucial Conversation is being moved to January 2007 meeting.

We will be giving the power point presentation at Statewide in February 2007.

Pending calendar:

August	Award System (being finalized for full committee at November meeting)
September	PowerPoint (completed)
October	Brochure (past due)
November	Training; Policy on Policy
December	Presentations completed by committee members to local work units.

Good of the Order & Welfare.

Everyone in the group took turns updating the entire committee regarding the work they are doing in their offices and communities regarding diversity inclusion.

Keep up the great work and hard efforts. Thank you!

Motion to Adjourn: Made by Clyde, seconded by Margaret. Passed Unanimously.

Next committee meeting is set for November 17th. 10 a.m. sharp may go until 4 pm. The meeting will be held in 1A.

FOLLOW-UP ITEMS:

Jan will be fine tuning the power point, and getting voice over added.